
HAMPTON ROADS REGIONAL JAIL

STAFFING STUDY

Virginia Department of Corrections
Division of Operations
Local Facilities Unit

June 30, 1999

INTRODUCTION

In a letter dated January 29, 1999, Director Ron Angclone of the Department of Corrections was requested by the Compensation Board to facilitate a staffing study of the Hampton Roads Regional Jail (see attached correspondence). Mike Howerton, Chief of Operations for Local Facilities, received the request on February 2, 1999 and tasked Local Facilities Managers Ron Elliott and Jim Davis to perform the study.

METHODOLOGY

The methodology utilized for this study consisted of physical plant and operations data analysis, post auditing, staffing utilization reviews and interviews with key jail management staff.

On February 12, 1999 Mr. Roy W. Cherry, Superintendent of the Hampton Roads Regional Jail (HRRJ), was notified that the Department had received the staffing study request and would need certain background data in order to initiate the study. The required background information was outlined in a letter to Mr. Cherry dated February 19, 1999 (see attached correspondence).

Following receipt of the requested information, an on-site visit with Mr. Cherry and members of his command staff occurred on March 18, 1999. During this meeting, an overview of the study process was provided and submitted background data discussed. Additionally, the jail was toured and key line officers interviewed. Subsequent to this initial visit, follow-up visits to observe certain jail operations occurred on March 24th, 31st, and April 9th and 20th.

PHYSICAL PLANT DESCRIPTION

The (HRRJ) is a full service jail, located in the City of Portsmouth, with a rated operating capacity of 798 beds. Having opened in March 1999, it is a part of a larger jail system serving the cities of Hampton, Newport News, Norfolk and Portsmouth. Its basic design consists of a two story rectangular core/support building with housing units attached to three of its corners (see attached schematic design). The housing units also consist of two stories with each story divided into lower and mezzanine levels. Housing units are designated as Units 1, 2, and 3. All units consist of 6 housing pods with the exception of Housing Unit 1, which consists of 4 pods. Some pods are further divided physically into smaller housing areas (see attached schematic design).

The following table provides a breakdown of the housing areas:

Most recently in December 1998 the DOC, responding to a request from Mr. Roy Cherry, (HRRJ) Superintendent, a staffing assessment was performed to evaluate the need for additional medical security (i.e. medical transports and hospital security). This assessment resulted in the addition of 13 security positions (see attached Hospital/Clinic Security Needs Update).

Reflecting the previous assessments, the Compensation Board is currently funding a total of 232 security, 5 cook, 32 block grant, and 8 secretary positions. In addition to these positions, the Hampton Roads Regional Jail Authority (HRRJA) funds a total of 33 positions. Currently, these positions include 22 security and 11 civilian positions. The civilian positions are associated with administrative functions such as payroll, personnel, accounting, classification, records and automated systems support positions.

Because the (HRRJA) has contractual agreements for its food and medical services, money associated with the Compensation Board's allocation of 5 cook and 32 block grant positions has been used to partially offset the costs of these contracts respectively. However, the actual positions allocated by the Compensation Board have been filled so that funding associated with FICA and VRS can be realized. This provides a savings to the Authority by virtue of the FICA and retirement benefits associated with the Compensation Board positions.

The (HRRJA) provides a 9.31% pay supplement for all supervisory uniform security staff. Additionally, the (HRRJA) has upgraded 16 Compensation Board positions to supervisory classifications. The following table provides a comparative breakdown of Compensation Board and (HRRJA) security staff position allocations:

(TABLE II) HAMPTON ROADS REGIONAL JAIL APPROVED SECURITY POSITIONS FISCAL YEAR 1999			
PER AUTHORITY BUDGET		PER COMP BOARD BUDGET	
Position Name	Number of Positions	Position Name	Number of Positions
Superintendent	1	C13	1
Assistant Superintendent	2	C10	3
Captain	2		
Lieutenant	7	C9	5
Sergeant	18	C8	7
Jail Officer	224	C7	216
Totals	254		232
Total Positions (Auth. Budget)	254		
Total Positions (Comp. Bd. Budget)	232		
Difference	22		

Previous staffing allocations by the Compensation Board were based on the expectation that new admissions would occur on a scheduled basis after the inmate had been sentenced or following an arraignment hearing. Although this does occur, frequently unscheduled new admissions are occurring on the average of (3 - 5) per day. In fact, one jurisdiction sends all newly arrested females directly to the facility following arraignment. Also, previous staffing recommendations anticipated a minimal number of court appearances due to earlier operational plans to limit intakes to post conviction prisoners. As a result of higher than anticipated intakes and out to court transactions, security officers are frequently pulled from thinly staffed housing units to help process and provide security for these activities.

COMPENSATORY TIME

According to payroll records, the number of compensatory hours earned for February was 2,484 hours, which was down from the previous 5 month average of 4,123 hours (see attached Comp. Time Hrs. Earned). The primary reason for this reduction has been the hiring of 13 additional security staff in December to meet medical transportation and hospital security needs. However, the current level of compensatory time earned would still equate to 15 additional security staff. Jail payroll and security personnel independently reported that the majority of this time continues to relate to both outside transports and in-jail inmate movement security needs.

DOC TRANSPORTS

A major contributor to the number of outside transports (which are higher than previous assessments anticipated) has been the number of DOC transports. It is apparent that many "State Responsible/Ready" (SR) inmates are being sent to the jail by the participating jurisdictions. Jail transportation statistics indicate that an average of 22 inmates is being transported weekly to various state facilities. This requires a weekly average of (10) two officer transports (see attached Six Month Transportation Report). Because of the total number of outside transports, which averages over 150 per week, staff from rover support positions are often drafted to assist the transportation section.

JAIL POPULATION PROFILE

As has been alluded to, the jail holds both pretrial and convicted offenders. Because the jail has a relatively comprehensive medical unit and a very good security design, participating jurisdictions have been inclined to send primarily medical, mentally disturbed and higher risk inmates. These types of inmates require close observation and scrutiny and limit unsupervised activities and unescorted movements. They also seriously

depleting any unit of security staff seriously jeopardizes its security backup needs. This is particularly true in the case of housing unit rovers.

Since each pod has one control pod manager, that cannot leave their post, and two support rovers that also provide support for five other pods, the loss of a rover does not provide for the timely dispatching of backup support. However, this is often the situation and there are times when there is only one and sometimes no security rover immediately available to respond to a unit activity or emergency. This "robbing Peter to pay Paul" scenario is not unique in jails, but the degree that it occurs in this facility goes beyond good jail management practices.

INMATE TRUSTY ASSIGNMENTS

The jail utilizes approximately 100 inmate trusties to perform work assignments in such areas as its kitchen, laundry, canteen, hallway cleaning, and outside grounds maintenance (see attached Inmate Work Assignment lists). The classification section reported finding suitable workers is difficult due to the types of inmates being housed. The food service director indicated there were problems with theft from kitchen stores due to a lack of security staff (usually one officer) to adequately monitor the activities in what is a very large kitchen and warehouse area having limited sight lines. This claim was corroborated by security staff and classification disciplinary reports that indicated most disciplinary actions against trusties were a result of kitchen trusties stealing or refusing to work.

INMATE GRIEVANCES

Although statistical data on inmate grievances was not available, separate reports from inmate grievance officers indicated that most grievances related to claims that the medical department delayed seeing them and that personal property, brought in from family and friends, was not being delivered to them in a timely manner. Supervisory staff felt the medical issue was isolated but acknowledged that due to staffing shortages, inmate personal belongings were not always delivered as soon as they would like.

CONCLUSIONS

As has been indicated the staffing requirements of the (HRRJ) have evolved given the changing mission of the jail and the growth in and nature of its inmate population. Having originally been envisioned to process inmates on a scheduled basis and primarily house post conviction inmates with sentences of two years or less, the current operation houses all inmate classifications and processes new commitments at all hours of the day. The

Those of us performing this study were impressed by the knowledge of the staff interviewed and obvious striving on the part of the jail's administration to constantly refine and rethink their options in addressing security and inmate program concerns. Although the primary scope of this study was to determine the need for additional staffing, it also is intended to provide possible operational options for future consideration.

As a result of reviewing activity schedules and observing the jail's operations the study team suggests the following options:

1. Consider reducing the number of (Mon.-Fri.) visits and providing a weekend visitation schedule. Weekday visits could be reduced to 1 vs. 2, with weekend visits provided every other weekend. Weekend visits could be limited to family members only.
2. Consider random security checks of security staff rather than checking every officer reporting to his/her shift. This would significantly reduce the time currently associated with this activity and still provide a necessary deterrent.
3. Consider rotating maintenance staff on shifts and pull as needed. This could be done by rotating two maintenance officers on days or evenings. Besides augmenting coverage, it would assist maintenance in understanding the operational needs associated with the shifts operations.
4. Develop, maintain and review quarterly the minimum staffing needs of critical duty posts.
5. Consider the usefulness of a Telemedicine Program that could be administered by the (HRRJ) and provide diagnostic and treatment directives for inmates housed in any of the other participating local jails. This may prove to be cost effective and reduce the need for the transfer of some medical and mental health cases to the (HRRJ).

As a result of this study's analysis it is recommended that a total of 18 additional security positions be assigned to the (HRRJ). Fifteen positions are recommended for 1 additional (24 hr./7 days per week) support rover in each of the three housing units. This rover post will be responsible for backup and relief for program support and inmate escorts for the entire unit. Another 3 positions are recommended to fill a 16 hr./7 days per week

JUNE R. FUNKHOUSER
CHAIRMAN

DANNY M. PAYNE
W. J. KUCHARSKI
EX-OFFICIO MEMBERS



BRUCE W. HAYNES
EXECUTIVE SECRETARY

JAMES W. MATTHEWS
ASSISTANT EXECUTIVE SECRETARY

COMMONWEALTH of VIRGINIA

COMPENSATION BOARD

P. O. BOX 710
RICHMOND, VIRGINIA 23218-0710

January 29, 1999

Mr. Ronald J. Angelone, Director
Department of Corrections
6900 Atmore Drive
Richmond, VA 23225

Dear Mr. Angelone:

The Compensation Board, on Thursday, January 28, 1999, approved a request submitted by Superintendent Roy W. Cherry, Hampton Roads Regional Jail, for a manpower staffing study of the Hampton Roads Regional Jail to be conducted as soon as possible.

As you know, the Compensation Board receives all initial requests for staffing studies from sheriffs and regional jail administrators as a result of Secretary White's memo of May 2, 1983. Based upon this memo, and the Compensation Board's review of Superintendent Cherry's request, it would be appreciated if you would arrange for a staffing study to be conducted by the Department of Corrections, Division of Adult Community Corrections.

The Compensation Board approved this request from Superintendent Cherry with the understanding that the study does not commit the Board to fund any position that may be recommended.

Sincerely,

June R. Funkhouser
Chairman

A handwritten signature in black ink, appearing to read "Bruce W. Haynes".
Bruce W. Haynes
Executive Secretary

c: Superintendent Roy W. Cherry, Hampton Roads Regional Jail
 Mike Howerton, Chief of Operations, Department of Corrections
 James W. Matthews, Assistant Executive Secretary
 Pat B. McCoy, Senior Fiscal Technician

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COMMONWEALTH of VIRGINIA

RON ANGELONE
DIRECTOR

Department of Corrections

February 19, 1999

P. O. BOX 26963
RICHMOND, VIRGINIA 23261
(804) 674-3000

Mr. Roy W. Cherry, Superintendent
Hampton Roads Regional Jail
2690 Elmhurst Lane
Portsmouth, Virginia 23701-2745

Dear Mr. Cherry:

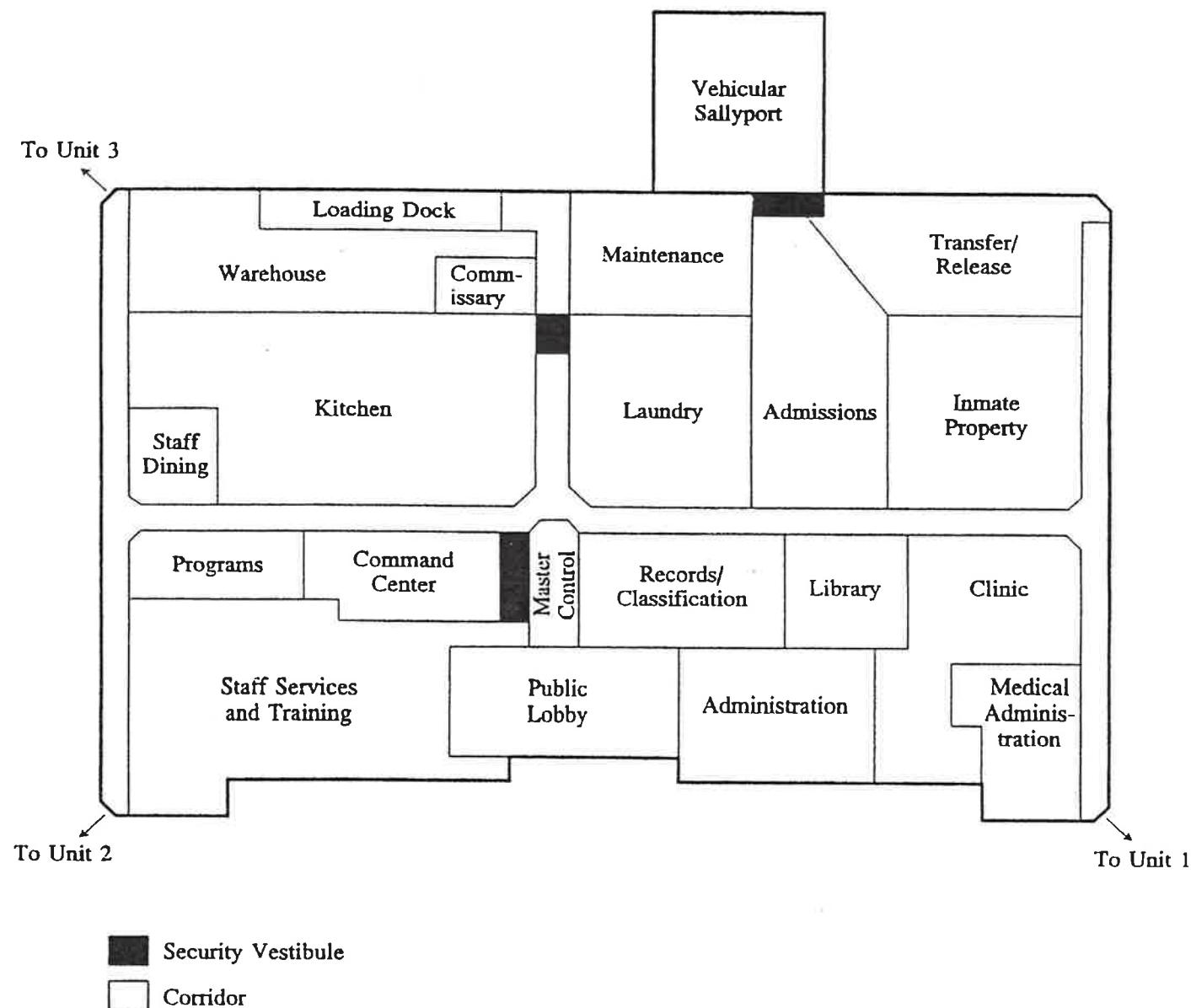
As I indicated in our telephone conversation on February 12, 1999, the Department has received your request for a staffing study via your request to the Compensation Board. Mr. Jim Davis and I will be conducting the study.

In order to facilitate the collection of basic study data and to prepare for an on site assessment of your jail operations, I am requesting that you provide the below listed jail data. As you know, Jim and I are scheduled to make our on site assessment March 18, 1999. If possible, we would like to have the requested data by March 12th. This would give us time to familiarize ourselves with your overall daily operations before our on site assessment.

Requested Data:

1. The average daily intake/release rates for each of the last 6 months.
2. The average daily number of inmates processed out and returning from Court appearances for each of the last 6 months.
3. The average daily number of inmate transports to include medical, courts, other jurisdictional transfers, DOC and others for each of the last 6 months.
4. Security duty post descriptions
5. Non-security duty post descriptions (excluding cooks and receptionists)
6. Duty Assignment Rosters (By Shift) showing line as well as supervisory personnel for the last 60 days.
7. List of all staff and whether security, block grant, Compensation Bd. or locally funded.
8. Monthly average number of overtime hours paid and unused compensatory time accrued for each of the last 6 months.
9. Schedule of all inmate programs and activities
10. Monthly statistics showing inmate-on-inmate and inmate-on-staff assaults for each of the last 6 months.

CORE/SUPPORT BUILDING





COMMONWEALTH of VIRGINIA

Ron Angelone
~~XXXXXXXXXXXX~~
DIRECTOR

Department of Corrections

P. O. BOX 26963
RICHMOND, VIRGINIA 23261
(804) 674-3000

October 3, 1994

MEMORANDUM

TO: J. Michael Howerton
Chief of Field Operations

FROM: Ron L. Elliott
Local Facilities Manager

SUBJECT: Staffing Analysis - Hampton Roads Regional Jail



The Hampton Roads Regional Jail has been designed to accommodate 872 total beds. The operational capacity will be 764 beds. The facility will combine both direct and indirect inmate supervision philosophies.

The physical structure will consist of 4 levels/stories. The core will accommodate the jail administration, food service, intake/release, medical, command operations, laundry, warehouse and maintenance areas. Inmate housing, visitation and various other inmate support spaces will be arranged in three separate units in a spoke like fashion around the core. Each unit will consist of 2 housing clusters. Each housing cluster will be further subdivided into 3 housing pods. All housing pods contain 48 cells each with the exception of four 50-bed dormitories.

As a result of a staffing analysis of the schematic and program designs, the following security and civilian positions are recommended:

<u>Post (Security)</u>	<u># of Posts</u>		<u>Hours/ Days</u>	<u># Positions</u>
1. Superintendent	1	x	8/5	1
2. Asst. Superintendent	1	x	8/5	1
3. Training Supervisor	1	x	8/5	1
4. Records Supervisor	1	x	8/5	1
5. Mail Sort/Distribution Officer	2	x	8/5	2
6. Support Services Supv.	1	x	8/5	1
7. Security Oper. Commander	1	x	8/5	1

J. Michael Howerton
Staffing Analysis - Hampton Roads Regional Jail
October 3, 1994
Page Three

In making the above recommendations, consideration was given to physical plant needs, anticipated inmate activity and staff use. It should be noted that the recommended security positions are within the Appropriations Act 1 to 3 standard.

If anything further is needed, please advise.

RLE/jp



COMMONWEALTH of VIRGINIA

Department of Corrections

RON ANGELONE
DIRECTOR

P. O. BOX 26963
RICHMOND, VIRGINIA 23261
(804) 674-3000

December 20, 1995

MEMORANDUM

TO: J. Michael Howerton
Chief of Operations - Local Facilities
Ron L. Elliott

FROM: Ron L. Elliott
Local Facilities Manager

SUBJECT: Amended Staffing Analysis - Hampton Roads Regional Jail

As a result of design and program changes in the Hampton Roads Regional Jail project, my previous staffing analysis of 10/3/94 has been amended. On 12/19/95, I met with Roy Cherry (Jail Authority Project Director), Bill Garnos (Planning Consultant to the Authority) and Bill Partain (Norfolk Sheriff's Office) to discuss proposed revisions to my previous staffing recommendations.

The proposed revisions related to design and facility program operational changes. In light of our discussions, the following staffing recommendation changes are noted:

	<u>Post (Security)</u>	<u># of Posts</u>	<u>Hours/ Days</u>	<u>Positions</u>	<u>Net Difference</u>
14.	Asst. Transportation Supervisor	1	8/5	1	(+1)
15.	Transportation Officer	2	24/5	6	
		2	8/5	2	(+4) total Trans. Officers
23.	Visitation/Recreation Officers	3	16/7	9	(+3)
29.	Housing Pod Officer				
	Unit A	6	16/7	18	(-8)
	Unit B	6	16/7	18	(-8)
	Unit C	4	24/7	20	(-10)



COMMONWEALTH of VIRGINIA

Department of Corrections

RON ANGELONE
DIRECTOR

P. O. BOX 26963
RICHMOND, VIRGINIA 23261
(804) 674-3000

December 17, 1998

MEMORANDUM

To: J. Michael Howerton
Chief of Operations-Local Facilities Unit

From: Ron L. Elliott *RLE*
Local Facilities Manager

Subject: Hospital/Clinic Security Staffing Needs Update for the Hampton Roads
Regional Jail (HRRJ)

On December 8, 1998, I received a telephone call from Jim Matthews with the State Compensation Board. Jim advised me that Mr. Roy Cherry, Superintendent of the Hampton Roads Regional Jail, was requesting additional security staff in light of a higher than anticipated need for hospital and outside clinic appointment inmate security. He asked that I contact Mr. Cherry and discuss his need. As a result, I contacted Mr. Cherry, who explained his need was critical. I indicated I had talked with Jim Matthews and that a written request was needed in order to assess his specific medical security needs. Subsequently, upon the written request of Mr. Cherry, I met with him and members of his administrative staff on December 16, 1998 (see attached letter of request).

As you know, the HRRJ provides inmate housing for the cities of Norfolk, Newport News, Hampton and Portsmouth. Having opened in March 1998, it has a rated capacity of 798 beds. The inmate population consists of both males and females in pretrial and post conviction status. Although security staffing needs were earlier assessed based on the facility's schematic design and proposed operational scenarios, actual security operations related to the number of inmates in need of medical treatments have proven to be more intensive than previously anticipated.

In the above referenced meeting, Mr. Cherry shared with me medical transportation and inmate hospital stay statistics showing an increased need for security staff. Specifically, between May and November 1998, the number of inmates being held overnight in a hospital averaged one per day (see attached Jail Medical Transports statistics). Anytime an inmate is hospitalized 2 correctional officers are required to provide supervision and backup for each other. Additionally, statistics noting the number of off site medical appointments reveal that between May and November 1998, the average weekly number of such appointments was 20. The scheduling of these

DAILY DUTY ROSTER

DATE:

Jan. 6, 1999

PAGE:

1 OF 5 0645-1915

POST PRIORITY	POST NUMBER	POST TITLE	OFFICER ASSIGNED	TIME IN	TIME OUT	OFF INT	MEAL BREAK	EMERG POST RELIEF/ROTAT	TOTAL HRS WORKED
1	1	Watch Commander	Jeff Small	0600	1930	000	30min		12.0
1	2	Operations Supervisor	Sgt. Spencer	0645	1930	30min	30 min		
1	3	Master Control Supv.	B. A. Thomas	0700	1700	30min	None		
1	4	Master Control Officer							
1	5	Master Control Officer	Hargan	0645	1930				12.0
1	6	"A" Unit Manager (Day)	Latham	0645	1800	02	300	Training	12.0
1	7	"A" Unit Manager (Even.)							
2	8	"A" Unit Corporal							
1	9	"A" Unit Control Officer	Bodgers	0645	1930	02	30min		12.0
1	10	"A1" Control Officer	Schoen C	0645	1930	02	30min		12.0
1	11	"A2" Control Officer	Williams C	0645	1930	02	30min		12.0
1	12	"A3" Control Officer	Austin	0645	1930	02	30min		12.0
1	13	"A4" Control Officer	Stubblefield	0645	1930	02	NO Lunch		12.0
1	14	"A5" Control Officer	Amurao	0645	1930	02	30min		12.0
1	15	"A6" Control Officer	Price	0645	1930	02	30min		12.0
1	16	"A1" Support Rover	Hudson	1020	1930	02	30min		11.0
2	17	"A2" Support Rover							
1	18	"A3" Support Rover	Diggs	0645	1930	02	30min		12.0
1	19	"A4" Support Rover							
2	20	"A5" Support Rover							
2	21	"A1" Support Visitation							
1	22	"A2" Visitation Officer							
1	23	"A3" Visitation Officer							
2	24	"A4" Movement Officer							
1	25	"A5" Movement Officer							
2	26	"A" Unit Officer (O/S)							
1	27	"B" Unit Manager (Day)	Sgt. A. Power	0645	1930	02	30min		
1	28	"B" Unit Manager (Even.)							
2	29	"B" Unit Corporal							
1	30	"B" Unit Control Officer	Torres	0645	1930	02	30min		12.0
1	31	"B1" Control Officer	Davidia	0645	1930	02	30min		12.0
1	32	"B2" Control Officer	Myrimba	0645	1930	02	30min		12.0
1	33	"B3" Control Officer	Dupree	0645	1930	02	30min		12.0
1	34	"B4" Control Officer	Norfleet	0645	1930	02	30min		12.0
1	35	"B5" Control Officer	Barnes	0645	1930	02	30min		12.0

Visitation (Attorneys)

DAILY DUTY ROSTER

SHIFT: _____

DATE: _____

PAGE: _____

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POST PRIORITY	POST NUMBER	POST TITLE	OFFICER ASSIGNED	TIME IN	TIME OUT	OFF INT	MEAL BREAK	EMERG POST RELIEF/ROTAT	TOTAL HRS WORKED
	71	Classification Officer							
	72	Classification Officer							
	73	Intake/ Release Sergeant	L.P. Vines	0830	1100				
	74	Intake/ Release Officer	R. Roseers	0400	1200	AM	NO		
	75	Intake/ Release Officer	B. Bixby	0800	1200	1100	NO		
	76	Intake/ Release Officer	E. Ward	0400	1200	800	NO		
	77	Intake/ Release Officer							
	78	I. D. Officer							
	79	I. D. Officer							
	80	Intake/ Release Control							
	81	Intake/ Release Control							
	82	Personal Property Officer							
	83	Personal Property Officer							
	84	Personal Property Officer							
	85	Personal Property Officer							
	86	Transportation Sergeant							
	87	Transportation Officer							
	88	Transportation Officer							
	89	Transportation Officer							
	90	Transportation Officer							
	91	Transportation Officer							
	92	Transportation Officer							
	93	Transportation Officer							
	94	Transportation Officer							
	95	Transportation Officer							
	96	Transportation Officer							
	97	Transportation Officer							
	98	Transportation Officer							
	99	Transportation Officer							
	100	Transportation Officer							
	101	Transportation Officer							
	102	Transportation Officer							
	103	Transportation Officer							
	104	Transportation Officer							
	105	Compliance Sergeant	M. K. Riggan	0615	1130				

LEAVE CODES	Shihi Commander's Signature	Date	Reviewing Authority's Signature	Date
AT - Annual Leave	AT - Annual Leave	10-06-99	AT - Annual Leave	10-06-99
SP - Sick Leave - Personal	SP - Sick Leave - Personal	10-06-99	SP - Sick Leave - Personal	10-06-99
XX - LEAVE WITHOUT PAY	XX - LEAVE WITHOUT PAY	10-06-99	XX - LEAVE WITHOUT PAY	10-06-99
SF - Sick Leave - Family	SF - Sick Leave - Family	10-06-99	SF - Sick Leave - Family	10-06-99
OT - Other Leave	OT - Other Leave	10-06-99	OT - Other Leave	10-06-99
CE - Camp Leave Earned	CE - Camp Leave Earned	10-06-99	CE - Camp Leave Earned	10-06-99
ET - Educational Leave	ET - Educational Leave	10-06-99	ET - Educational Leave	10-06-99
WT - Workmans Compensation Leave	WT - Workmans Compensation Leave	10-06-99	WT - Workmans Compensation Leave	10-06-99
CT - Camp Leave	CT - Camp Leave	10-06-99	CT - Camp Leave	10-06-99
WT - Military Leave	WT - Military Leave	10-06-99	WT - Military Leave	10-06-99
TT - Training	TT - Training	10-06-99	TT - Training	10-06-99
WTA - Academy Training	WTA - Academy Training	10-06-99	WTA - Academy Training	10-06-99
R - R&R	R - R&R	10-06-99	R - R&R	10-06-99
JT - Civil Leave	JT - Civil Leave	10-06-99	JT - Civil Leave	10-06-99

Smallwood 1856
L. N. Nohales 1856

HAMPTON ROADS REGIONAL JAIL

LIST OF ALL EMPLOYEES - ALPHA ORDER

AS OF FEBRUARY 28, 1999

POS	STATE	NAME, LAST	FIRST/MIDDLE INITIAL	HIRE DATE	JOB CLASS	STATE	JOB	POST Assignment
						CLASS	IF DIFF	
1	00009	ADAMS	KARL V	1/2/98	RC7	SGT	<i>B-TEAM</i>	
2	00227	ADAMS	CATHY I	12/30/98	RPMED	JO	<i>D-TEAM</i>	
3	00125	ALEXANDER	SHERNEY	2/5/98	RC7		<i>D-TEAM</i>	
4	00040	AMURAO	DOMINGO G	9/24/98	RC7		<i>C-TEAM</i>	
5	00262	ASHBERRY	HOLLY Y	3/9/98	RPMED	ADMSEC	<i>ADMIN</i>	
6	00026	AUSTIN	JAMES L	11/1/98	RC7		<i>C-TEAM</i>	
7	00014	BAILEY	KEVIN B	1/11/99	RC7		<i>C-TEAM</i>	
8	00127	BANKS	GARY	2/5/98	RC7		<i>A-TEAM</i>	
9	00011	BARNES	VANESSA L	1/2/98	RC7		<i>P-TEAM</i>	
10	00013	BARNES	TANISHIA S	11/12/97	RC7		<i>LIBBV</i>	
11	00039	BARNES	THURMAN D	7/1/98	RC7		<i>C-TEAM</i>	
12	00205	BAUSHER	DANIEL R	8/17/98	RC8	SGT.	<i>A-TEAM</i>	
13	00277	BAZEMORE	KAREN L	12/21/98	RC7		<i>B-TEAM</i>	
14	00107	BEALE	GIOVANNI V	12/21/98	RC7		<i>C-TEAM</i>	
15	00068	BEARD	CHARLES W	7/1/98	RC7		<i>A-TEAM</i>	
16	00168	BELL, JR	THOMAS J	1/6/99	RC7		<i>Maintainance</i>	
17	00209	BERNARD	IANA G	2/2/98	RC8	LT	<i>RECORDS/CLASS.</i>	
18	00015	BHAGIRATH, JR	WINSTON T	11/12/97	RC7		<i>INTAKE</i>	
19	00178	BIGGS	WALTER R	7/30/98	RC7		<i>B-TEAM</i>	
20	00164	BLACK	MASIE D	11/16/98	RC7		<i>A-TEAM</i>	
21	00071	BLAZER	BRYAN C	7/1/98	RC7		<i>TRANSPORTATION</i>	
22	00187	BLOUNT	MARVIN R	12/30/98	RC7		<i>B-TEAM</i>	
23	00271	BOLLMAN	JAMES E	12/14/98	RC7		<i>C-TEAM</i>	
24	00272	BOWDEN	LAURENTIUS C	12/14/98	RC7		<i>B-TEAM</i>	
25	00016	BOYLE	DOUGLAS P	11/12/97	RC7		<i>INTAKE</i>	
26	00220	BROOKS	MILTON M	11/25/97	RPMED	PER MGR	<i>ADMIN</i>	
27	00019	BROWN	KEVIN L	1/2/98	RC7		<i>D-TEAM</i>	
28	00020	BROWN	MILTON M	1/2/98	RC7		<i>TRANSPORTATION</i>	
29	00089	BROWN	TASHA M	4/9/98	RC7		<i>CLASSIFICATIONS</i>	
30	00130	BROWN	DEVONNE	2/5/98	RC7		<i>A-TEAM</i>	
31	00131	BROWN	JACQUELYN D	2/5/98	RC7		<i>C-TEAM</i>	
32	00100	BROWNLEY	JOSHUA S	4/9/98	RC7		<i>D-TEAM</i>	
33	00021	BUDD	KENNETH M	11/12/97	RC7		<i>A-TEAM</i>	
34	00165	BURKE	TINA	4/6/98	RC7		<i>MEDICAL</i>	
35	00022	BURNEY	MICHAEL B	11/12/97	RC7		<i>INTAKE</i>	
36	00024	BUTLER	MELISSA G	1/2/98	RC7		<i>TRANSPORTATION</i>	
37	00025	BYRD	TORI R	1/2/98	RC7		<i>A-TEAM</i>	
38	00044	CABAN	ANTONIO	1/13/99	RC7		<i>A-TEAM</i>	
39	00132	CAINE	BELINDA	2/5/98	RC7		<i>A-TEAM</i>	
40	00063	CARTER	MARTY T	10/1/98	RC7		<i>B-TEAM</i>	
41	00160	CHACE, JR	ROY L	4/9/98	RC7	SGT	<i>COMPLIANCE</i>	
42	00188	CHANDLER	ANGELA G	11/9/98	RC7		<i>D-TEAM</i>	
43	00134	CHEESEBORO	MARY	2/5/98	RC7		<i>INTAKE</i>	
44	00219	CHERRY	ROY W	11/16/94	SUP13		<i>SUPERINTENDANT</i>	
45	00274	CHERRY	SONYA D	12/21/98	RC7		<i>B-TEAM</i>	
46	00027	CHERRY, JR	SOLOMON C	11/12/97	RC7		<i>TRANSPORTATION</i>	
47	00267	CLARK	DENEKA B	12/14/98	RC7		<i>B-TEAM</i>	
48	00136	CLAUSS	MICHAEL	2/5/98	RC7		<i>A-TEAM</i>	
49	00126	CLAY	KELLY E	7/1/98	RC7		<i>C-TEAM</i>	

HAMPTON ROADS REGIONAL JAIL

LIST OF ALL EMPLOYEES - ALPHA ORDER

AS OF FEBRUARY 28, 1999

POS	STATE	NAME, LAST	FIRST/MIDDLE INITIAL	HIRE DATE	STATE	JOB CLASS	POST
	POS #				CLASS	IF DIFF	
99	00215	HATCHETT	TAUNYA D	2/9/98	RC9	CPT	OPERATIONS
100	00017	HAWKINS	ERIC	11/16/98	RC7		B-TEAM
101	00050	HAZLEWOOD	MICHAEL W	11/12/97	RC7		TRANSPORTATION
102	00072	HENDRICKS	DEVONA U	9/24/98	RC7		B-TEAM
103	00163	HINES, JR	DAVID	4/9/98	RC7		A-TEAM
104	00239	HINNANT	DAWN C	1/11/99	RPMED	JO	D-TEAM
105	00248	HOBBS	RONNIE	1/6/99	RCK B	JO	A-TEAM
106	00150	HOLSCHER	CHARLES	2/5/98	RC7		D-TEAM
107	00052	HORTON	LARRY D	11/12/97	RC7		SYSTEM SUPPORT
108	00053	HOUSTON	EDWIN L	1/2/98	RC7		TRANSPORTATION
09	00246	HUBBARD	JEANETTE P	7/1/98	RPMED	PRGMGR	PROGRAMS
110	00111	HUDSON	DANIEL R	12/30/98	RC7		C-TEAM
111	00054	HUGHES	BRENT O	1/2/98	RC7		TRANSPORTATION
12	00151	HUNTER	CHARLES	2/5/98	RC7		MAINTENANCE
113	00184	HUNTER	MONQUEZ A	11/16/98	RC7		B-TEAM
14	00152	INGRAM	DARRELL D	2/5/98	RC7		B-TEAM
15	00018	JACOBS	JAMES R	4/9/98	RC7		D-TEAM
116	00001	JENKINS	ROBERT A	11/12/97	RC7		INTAKE
17	00002	JOHNSON	WILLIAM L	11/12/97	RC7		MAINTENANCE
18	00057	JOHNSON	CHARLES R	1/2/98	RC7		C-TEAM
119	00058	JOHNSON	JOSEPH E	1/2/98	RC7		C-TEAM
20	00154	JOHNSON	CELESTINA	2/5/98	RC7		C-TEAM
21	00189	JOHNSON	QUINTIN F	10/19/98	RC7		B-TEAM
122	00023	JONES	JONATHAN	4/9/98	RC7		B-TEAM
23	00060	JONES	CHERYL L	1/2/98	RC7		LOBBY
24	00155	JONES	CATHY	2/5/98	RC7		C-TEAM
125	00156	JONES	WILLIE	2/5/98	RC7		C-TEAM
126	00214	JONES	ERIC D	4/1/98	RC9	LT.	SHIFT SUPERVISOR
27	00030	JOSE	RICHARD BL	12/30/98	RC7		D-TEAM
128	00061	JOYNER	GAIL M	11/12/97	RC7		COMMISSIONER
129	00006	KELLY	RONGERLAR L	2/16/98	RC7		C-TEAM
30	00240	KENNEY	MALCOLM W	1/11/99	RPMED	JO	B-TEAM
131	00115	KING	NORWOOD E	10/1/98	RC7		A-TEAM
132	00157	KLEINHANS	ANALISA	2/5/98	RC7		A-TEAM
13	00260	KNOX	ROBIN R	7/1/98	RPMED	REC CLK	FEEDER
134	00028	KRIEGER, JR	DAVID M	4/9/98	RC7		INTAKE
135	00062	LA COUR	TARA D	1/2/98	RC7		A-TEAM
16	00029	LA CONNE	MICHAEL J	12/30/98	RC7		C-TEAM
17	00122	LANSING	MARK H	11/16/98	RC7		B-TEAM
138	00159	LASSITER	RICHARD	2/5/98	RC7		MAINTENANCE
9	00096	LATHAM	CHRISTOPHER	2/2/98	RC7	SGT	UNIT MANAGER #3
140	00253	LATHAM	LORRAINE	7/1/98	RSEC I	REC CLK	KELCER
141	00161	LEE	KIMBERLY	2/5/98	RC7		B-TEAM
2	00162	LITTLEJOHN	SHERRI	2/5/98	RC7		D-TEAM
13	00202	LOVE	SANDRA D	2/9/98	RC7	SGT	TRANSPORTATION
144	00069	MADISON	RODERICK D	11/12/97	RC7		B-TEAM
5	00268	MANGUM	DEMETRIUS R	12/2/98	RC7		A-TEAM
6	00166	MCCORMICK	COLLEEN	2/5/98	RC7		INTAKE
147	00203	MCGRAW	RONALD	7/1/98	RC7		B-TEAM

HAMPTON ROADS REGIONAL JAIL

LIST OF ALL EMPLOYEES - ALPHA ORDER

AS OF FEBRUARY 28, 1999

POS	STATE POS #	NAME LAST	FIRST/MIDDLE INITIAL	HIRE DATE	JOB CLASS	STATE CLASS IF DIFF	JOB	POST Assignment
							STATE CLASS IF DIFF	
197	00208	RIGGAN	MARITA K	7/30/98	RC8	LT	Shift Supervisor	
198	00085	RODGERS	MELODIE A	11/12/97	RC7		INT'L	
199	00269	RODGERS	LAQUANDA S	12/14/98	RC7		C-TEAM	
200	00086	ROGERS	GLORIA L	1/2/98	RC7		MASTER CONTROL	
201	00055	ROSARIO	DANNY	11/16/98	RC7		A-TEAM	
202	00005	SANTIFUL, JR	JIMMIE L	1/2/98	RC7		B-TEAM	
203	00007	SAVAGE-GRIFFIN	SHARON	2/5/98	RC7		SECURITY/HUMAN	
204	00244	SCHMIDT	ROBERT P	2/9/99	RPMED	COM MGR	Computer Sys Mgr	
205	00265	SCOTT	JEFFREY A	12/2/98	RC7		D-TEAM	
206	00066	SEWARD	ANTHONY L	10/1/98	RC7		A-TEAM	
207	00088	SHAFFER	RAQUEL J	1/2/98	RC7		D-TEAM	
208	00090	SILLS	MICHELLE F	1/2/98	RC7		B-TEAM	
209	00204	SILLS	WILLIAM M	10/6/97	RC8	SGT	MAINTENANCE	
210	00264	SILLS	MARILYN J	11/17/97	RPMED	PAYCO	ADMIN	
211	00216	SIMONS	DAVID L	3/3/97	RC10	ASST SP	ADMIN	
212	00091	SKROCH	DAVID J	1/2/98	RC7		Classification	
213	00211	SMALL	DIANA D	2/9/98	RC9	LT.	Shift Supervisor	
214	00092	SMALLWOOD	SHARON D	1/2/98	RC7		C-TEAM	
215	00212	SMITH	WILLIAM C	10/27/97	RC9	LT.	TRAINING LT.	
216	00257	SMITH	SHANNON M	2/16/98	RSEC I	OFF SPEC	ADMIN	
217	00033	SMOOT	DARRELL G	7/30/98	RC7		TRANSPORTATION	
218	00059	SNYDER	WAYNE L	4/9/98	RC7		TRANSPORTATION	
219	00073	SPENCER	WILLIAM B	12/21/98	RC7	SGT	C-TEAM	
220	00093	STEARNS	DEBORAH K	1/2/98	RC7		A TEAM	
221	00094	STEPHENS, JR	HARRISON L	11/12/97	RC7		MAINTENANCE	
222	00095	STERLING	DEANNA M	11/12/97	RC7		MAINTENANCE	
223	00097	STRUZZIERI	BRIAN M	1/2/98	RC7		TRANSPORTATION	
224	00098	STUBBLEFIELD	GERALD M	1/2/98	RC7		C-TEAM	
225	00135	SUMNER	CHARLES L	11/16/98	RC7		MAINTENANCE	
226	00117	SUTTON	JASON C	1/20/99	RC7		B-TEAM	
227	00102	TAYLOR	JANIE C	1/2/98	RC7		TRANSPORTATION	
228	00258	TAYLOR	REBECCA S	7/1/98	RSEC I	OFF SPEC	ADMIN	
229	00218	TAYLOR, III	EUGENE	1/26/98	RC10	CAPT.	SECURITY	
230	00144	THOMAS	KEVIN O	7/1/98	RC7		D-TEAM	
231	00206	THOMAS	FELECIA A	2/9/98	RC8	SGT	MASTER CONTROL	
232	00010	THOMAS-SMITH	PRISCILLA A	9/8/98	RC7		TRANSPORTATION	
233	00255	THOMPSON	W ROLIANE	10/13/98	RSEC I	OFF SPEC	ADMIN	
234	00103	THORNTON	AARON M	11/12/97	RC7		MEDICAL	
235	00256	THRASHER	JANE L	10/8/98	RSEC I	OFF SPEC	MAINTENANCE	
236	00104	THURMAN	KIMBERLY G	1/2/98	RC7		RESIGNATION	
237	00149	TORRES	ELBA	7/1/98	RC7		A-TEAM	
238	00045	TOWER	ARIENNE M	4/1/98	RC7	SGT	UNIT MINIMIL #2	
239	00105	TOWNES	KEISHA T	11/12/97	RC7		CLASSIFICATION	
240	00067	TOWNSEND	ROBERT E	1/6/99	RC7		D-TEAM	
241	00106	TROWELL	PAULA T	1/2/98	RC7		B-TEAM	
242	00199	TURNER	MICHAEL	2/9/98	RC7	SGT	WIREHOUSE SGT.	
243	00276	URQUHART	SHEILA J	RH2/22/99	RC7		A TEAM	
244	00198	VINES	LAURA P	2/2/98	RC7	SGT	INT'L SGT.	
245	00043	WALKER	TERRY E	2/5/98	RC7		D-TEAM	

HAMPTON ROADS REGIONAL JAIL
MONTHLY ACTIVITY REPORT
INTAKE/RELEASE

SEPTEMBER 1998

DESCRIPTION	TOTAL
INMATES OUT TO COURT	630
DAILY AVERAGE OF INMATES TO COURT	28.6
INMATES OUT TO MEDICAL	43
DAILY AVERAGE OF INMATES OUT TO MEDICAL	1.9
INMATES ADMITTED	224
DAILY AVERAGE OF INMATES ADMITTED	10.18
INMATES RELEASED	234
DAILY AVERAGE OF RELEASED INMATES	10.6
** BASED ON 22 WORKING DAYS	

OCTOBER 1998

DESCRIPTION	TOTAL
INMATES OUT TO COURT	700
DAILY AVERAGE OF INMATES TO COURT	31.81
INMATES OUT TO MEDICAL	96
DAILY AVERAGE OF INMATES OUT TO MEDICAL	4.3
INMATES ADMITTED	244
DAILY AVERAGE OF INMATES ADMITTED	11.6
INMATES RELEASED	228
DAILY AVERAGE OF RELEASED INMATES	10.3
** BASED ON 22 WORKING DAYS	

FEBRUARY 1999

DESCRIPTION	TOTAL
INMATES OUT TO COURT	607
DAILY AVERAGE OF INMATES TO COURT	31.9
INMATES OUT TO MEDICAL	68
DAILY AVERAGE OF INMATES OUT TO MEDICAL	3.5
INMATES ADMITTED	228
DAILY AVERAGE OF INMATES ADMITTED	12
INMATES RELEASED	221
DAILY AVERAGE OF RELEASED INMATES	11.6
** BASED ON 19 WORKING DAYS	

SIX MONTH OVERVIEW

DESCRIPTION	TOTAL
INMATES OUT TO COURT	3741
DAILY AVERAGE OF INMATES TO COURT	30.84
INMATES OUT TO MEDICAL	477
DAILY AVERAGE OF INMATES OUT TO MEDICAL	3.9
INMATES ADMITTED	1403
DAILY AVERAGE OF INMATES ADMITTED	12.14
INMATES RELEASED	1363
DAILY AVERAGE OF RELEASED INMATES	11.4
** BASED ON DECLARED WORKING DAYS	

WEEK-END RELEASES	TOTAL
SEPTEMBER 1998	3
OCTOBER 1998	9
NOVEMBER 1998	7
DECEMBER 1998	9
JANUARY 1999	12
FEBURARY 1999	13
WEEKEND AVERAGE	8.8

HAMPTON ROADS REGIONAL JAIL
COMPENSATORY HOURS EARNED
SEPTEMBER 1998 - FEBRUARY 1999

SEPT	3,797 HOURS
OCT	4,164 HOURS
NOV	3,032 HOURS
DEC	4,297 HOURS
JAN	5,325 HOURS
FEB	2,484 HOURS
SIX MONTH AVERAGE	3,850

ALSO ENCLOSED IS COMP TIME
BALANCE REPORT

TRANSPORTATION REPORT

SEMI - ANNUAL

DESTINATION	NUMBER OF RUNS	NUMBER OF INMATES	MILES W/ INMATES	TOTAL MILES
LOCAL JURISDICTIONS:	2,452	3,865	34,243	52,705
HAMPTON	472	724	10,456	17,909
NEWPORT NEWS	634	904	14,914	20,398
NORFOLK	624	1,034	4,707	7,923
PORTSMOUTH	722	1,203	4,166	6,475
D. O. C. RUNS:	259	570	27,790	44,611
PSYCHOLOGICAL EVALS:	17	20	649	707
MENTAL HOSPITALS:	81	65	4,214	8,161
MEDICAL RUNS:	498	222	3,416	6,783
DIALYSIS TRIPS:	143	29	1,724	2,475
FUNERAL RUNS:	6	6	80	80
ADMIN RUNS:	684			9,315
TOTAL:	4,140	4,777	72,116	124,837

**HAMPTON ROADS REGIONAL JAIL MEDICAL OPERATION STATISTICS
1999**

	OCT.	NOV.	DEC.	JAN.	FEB.
Census	842	840	848	842	844
Intake	231	153	212	227	218
Nurse Sick/Call	1,162	1,180	2,509	899	770
Mr. Smith (CHA)	292	189	302	360	335
Mr. Ramey (PA)	223	278	377	267	292
Follow-up Visits	477	450	455	264	241
X-Rays On Site	87	74	75	65	36
Lab Work	285	335	290	218	119
OB/GYN (every Thursday)	113	29	80	29	51
Dental M-W-F	88	47	30	130	120
VDRLS	115	120	89	127	119
# Of Inmates On Prescription Medicines	664	670	782	424	502
# Of Inmates On Psych. Medicines	296	485	630	303	352
Psychologist	408	481	313	399	436
Psychiatrist Exams	599	378	390	558	350
Central State Psyche Adm.	1	2	0	7	2
Hospital Admissions	6	8	13	9	5

The following statistics reflect the number of medical emergencies that occur in the facility that directly impact on the security operation and medical department.

MONTH	NUMBER OF MEDICAL EMERGENCIES	NUMBER OF STAFF RESPONDING	TIME UNIT RETURNS TO NORMAL
SEPTEMBER	16	1-2 JAIL /NURSE OFFICERS/SGT.	NO LESS THAN 15 MINUTES
OCTOBER	43	"	" "
NOVEMBER	31		
DECEMBER	25		
JANUARY	16		
FEBRUARY	26	"	"

This survey is based on actual recorded medical emergencies from the pod managers in various housing units through out the facility.

Captain T.D.Hatchett
3/24/99

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
HU2 PROGRAMS	Note: Library Service every 2 weeks			1 AA Meeting: Pod 3-F100 0930-1030; Health Education: TBA 0900-1030 & 1300-1500 Visitation: Pod 5, 4 1930-2100; Pods 2, 3 2100-2230	2 GED/ABE: 0815-1030, 1300-1600 (2 sessions each); Visitation: Pod 1 1930-2100	3
4 Christian Service: 0800-1100 all pods; Gideons 1415-1600	5 Pride Program: Pod 6 0830-1030; Fatherhood Class: Pod 6 1400-1600; Visitation: Pod 2 1930-2100, Pod 5, 4 2100-2230; Substance Abuse Treatment 0800-1100, 1300-1600; AA Meeting Pod 1: 2000-2100	6 Chrsitian Service: 1600-1700 Pod 3-E, 1900-2100 Pod 1 A&B, Pod 3-F, 2000-2100 Pod 4; Islamic Service(females) 1230-1400; GED/ABE: 0815-1030, 1430-1600 (2 ea.) Visitation: Pods 2, 3 1930-2100; Pods 1, 2100-2100	7 Christian Service: 1330-1600 Pod 2-D, 1500-1600 Pod3-c, Pod 1-B, 2000-2100 Pod 6: AA mtg.: 2000-2100 Pod 5; GED/ABE: 0815-1030, 1300-1600 (2 sessions); Visitation: Pod 6 2100-2230	8 AA Meeting: Pod 3-F100; Health Education: 0900-1030 & 1300-1500 Visitation: Pod 5 1930-2100; Pods 2, 3 2100-2230; Substance Abuse Treatment: 0800-1100; 1300-1600	9 GED/ABE: 0815-1030, 1300-1600 (2 sessions each); Visitation: Pod 1, 4	10
11 Christian Service: 0800-1100	12 Pride Program: Pod 6 0830-1030; Fatherhood Class: Pod 6 1400-1600; Visitation: Pod 2 1930-2100, Pod 5 2100-2230	13 Chrsitian Service: 1600-1700 Pod 3-E, 1900-2100 Pod 1 A&B, Pod 3-F, 2000-2100 Pod 4; Islamic Service 1230-1400; GED/ABE: 0815-1030, 1430-1600 (2 ea.) Visitation: Pods 2, 3 1930-2100; Pods 1, 4 2100-2100	14 Christian Service: 1330-1600 Pod 2-D, 1500-1600 Pod3-c, Pod 1-B, 2000-2100 Pod 6: AA mtg.: 2000-2100 Pod 5; GED/ABE: 0815-1030, 1300-1600 (2 ea.); Visitation: Pod 6 2100-2230	15 AA Meeting: Pod 3-F100; Health Education: 0900-1030 & 1300-1500 Visitation: Pod 5 1930-2100; Pods 2, 3 2100-2230	16 GED/ABE: 0815-1030, 1300-1600 (2 sessions each); Visitation: Pod 1, 4	17
18 Christian Service: 0800-1100 Pods 1 – 6; Gideons 1415-1600	19 Pride Program: Pod 6 0830-1030; Fatherhood Class: Pod 6 1400-1600; Visitation: Pod 2 1930-2100, Pod 5 2100-2230	20 Chrsitian Service: 1600-1700 Pod 3-E, 1900-2100 Pod 1 A&B, Pod 3-F, 2000-2100 Pod 4; Islamic Service 1230-1400; GED/ABE: 0815-1030, 1430-1600 (2 ea.) Visitation: Pods 2, 3 1930-2100; Pods 1, 4 2100-2100	21 Christian Service: 1330-1600 Pod 2-D, 1500-1600 Pod3-c, Pod 1-B, 2000-2100 Pod 6: AA mtg.: 2000-2100 Pod 5; GED/ABE: 0815-1030, 1300-1600 (2 ea.); Visitation: Pod 6 2100-2230	22 AA Meeting: Pod 3-F100; Health Education: 0900-1030 & 1300-1500 Visitation: Pod 5 1930-2100; Pods 2, 3 2100-2230	23 GED/ABE: 0815-1030, 1300-1600 (2 sessions each); Visitation: Pod 1, 4	24
25 Christian Service: 0800-1100 Pods 1 – 6	26 Pride Program: Pod 6 0830-1030; Fatherhood Class: Pod 6 1400-1600; Visitation: Pod 2 1930-2100, Pod 5 2100-2230	27 Chrsitian Service: 1600-1700 Pod 3-E, 1900-2100 Pod 1 A&B, Pod 3-F, 2000-2100 Pod 4; Islamic Service 1230-1400; GED/ABE: 0815-1030, 1430-1600 (2 ea.) Visitation: Pods 2, 3 1930-2100; Pods 1, 4 2100-2100	28 Christian Service: 1330-1600 Pod 2-D, 1500-1600 Pod3-C, Pod 1-B, 2000-2100 Pod 6: AA mtg.: 2000-2100 Pod 5; GED/ABE: 0815-1030, 1300-1600 (2 ea.); Visitation: Pod 6 2100-2230	29 AA Meeting: Pod 3-F100; Health Ed.: TBA 0900-1030 & 1300-1500 Visitation: Pod 5 1930-2100; Pods 2, 3 2100-2230	30 GED/ABE: 0815-1030, 1300-1600 (2 sessions each); Visitation: Pod 1, 4	

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
HU3 PROGRAMS				1 GED/ABE 0815-1030; 0815-0915- 0915-1030; 2 SESSIONS FROM 1300- 1600; Visitation: Pod 5 1930-2100; Pod 5 2100- 2230	2 Islamic Service: 1230- 1430; Visitation: Pod 4 1930-2100; Pods 1, 6 2100-2230	3
4 Christian Service: 0800-1100 Pods 1-6; Gideons 1415-1600 all Pods	5 GED/ABE: 0815-1030; 0815-0915; 0915-1030; 2 SESSIONS FROM 1300- 1600; Visitation: Pod 3 1930-2100; Pod 2 2100- 2230	6 Christian Service: 1300-1500 Pod 5; Islamic Service: 1230-1430; Visitation: Pod 5 1930- 2100; Pod 4 2100-2230; Substance Abuse Treatment 0800-1100	7 Portsmouth Substance Abuse Education: 1400- 1500 Pod 5; AA mtg: 2000-2100 Pod 5; Visitation: Pods 1, 6 1930-2100; Pod 3 2100- 2230; Substance Abuse Treatment	8 GED/ABE 0815-1030; 0815-0915- 0915-1030; 2 SESSIONS FROM 1300- 1600; Visitation: Pod 5 2100-2230	9 Islamic Service: 1230- 1430; Visitation: Pod 4 1930-2100; Pods 1, 6 2100-2230; SA	10
11 Christian Service: 0800-1100 Pods 1 - 6	12 GED/ABE: 0815- 1030; 0815-0915; 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 3 1930- 2100; Pod 2 2100-2230	13 Christian Service: 1300-1500 Pod 5; Islamic Service: 1230-1430; Visitation: Pod 5 1930- 2100; Pod 4 2100-2230	14 Portsmouth Substance Abuse Education: 1400-1500 Pod 5; AA Meeting: 2000-2100 Pod 5; Visitation: Pods 1, 6 1930-2100; Pod 3 2100- 2230	15 GED/ABE 0815- 1030; 0815-0915- 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 5 2100- 2230	16 Islamic Service: 1230-1430; Visitation: Pod 4 1930-2100; Pods 1, 6 2100-2230	17
18 Christian Service: 0800-1100 Pods 1 - 6; Gideons 1415-1600 all Pods	19 GED/ABE: 0815- 1030; 0815-0915; 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 3 1930- 2100; Pod 2 2100-2230	20 Christian Service: 1300-1500 Pod 5; Islamic Service: 1230-1430; Visitation: Pod 5 1930- 2100; Pod 4 2100-2230	21 Portsmouth Substance Abuse Education 1400-1500 Pod 5; AA Meeting: 2000-2100 Pod 5; Visitation: Pods 1, 6 1930-2100; Pod 3 2100- 2230	22 GED/ABE 0815- 1030; 0815-0915- 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 5 2100- 2230	23 Islamic Service: 1230-1430; Visitation: Pod 4 1930-2100; Pods 1, 6 2100-2230	24
25 Christian Service: 0800-1100 Pods 1 - 6	26 GED/ABE: 0815- 1030; 0815-0915; 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 3 1930- 2100; Pod 2 2100-2230	27 Christian Service: 1300-1500 Pod 5; Islamic Service: 1230-1430; Visitation: Pod 5 1930- 2100; Pod 4 2100-2230	28 Portsmouth Substance Abuse Education:1400-1500 Pod 5; AA Meeting: 2000-2100 Pod 5; Visitation: Pods 1, 6 1930-2100; Pod 3 2100- 2230	29 GED/ABE 0815- 1030; 0815-0915- 0915- 1030; 2 SESSIONS FROM 1300-1600; Visitation: Pod 5 2100- 2230	30 Islamic Service: 1230-1430; Visitation: Pod 4 1930-2100; Pods 1, 6 2100-2230	

1999

INMATE WORK ASSIGNMENTS
MALES
04/16/99

MONDAY - FRIDAY

BAKERS:

Williams, Danny	0000777	10/13/98*
Williams, Otis	0001782	01/05/99*
Williams, Stewart	0000498	04/12/99*
STOREROOM:		
Coppedge, David	0001059	09/09/98*(0500-1700)

KITCHEN TEAM #1 (14)

COOKS:

Craft, Forest	0001203	10/21/98*(TRASH)
Davenport, Rodney	0001982	04/12/99*

PREP:

Peterson, Thomas	0002093	03/23/99*
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ODR:

Keels, Maurice	0001535	12/08/98*
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DIETMAN:

Haley, Charles	0002072	02/26/99*
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WORKERS:

Bell, Robert	0002344	04/16/99*
Bennafield, Marquis	0002371	04/16/99*
Carter, Darren	0001531	04/16/99*
Lawyer, Christopher	0002692	04/16/99*
Moody, Gerald	0001822	01/29/99*
Roberts, Gregory	0000633	04/16/99*
Robertson, Terry	0002526	04/16/99*
Scott, Carl	0002150	03/25/99*
Thompson, Alan	0002167	04/01/99*

START DATE (*)Kitchen Cleared

KITCHEN TEAM #2 (14)

COOKS:

Williams, Tracy	0002032	03/12/99*
Williams, Gene	0002134	04/12/99*

PREP:

Hall, Jerry	0001608	03/23/99*
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ODR:

Epps, Jessie	0000206	04/12/99*
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DIETMAN:

Nocentelli, Leo	0002071	03/23/99*
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WORKERS:

Hooper, Thomas	0002329	04/16/99*
Houston, Anthony	0002330	04/16/99*
Justice, Everette	0000588	04/16/99*
McCoy, Donald	0002153	04/01/99*
Miller, George	0002200	04/12/99*
Moyler, Barry	0002489	04/16/99*
Murphy, Bryan	0002580	04/16/99*
Overby, Christopher	0002570	04/16/99*
Rawlings, Derwon	0002255	04/12/99*

KITCHEN TEAM #3 (14)

Pod Worker(1)

Taylor, Larry 0001519 09/25/99*

Housing Unit 1 worker

King, William 0000617 11/22/98

Housing Unit 2 worker

Perrin, Jermaine 0000994 01/11/99*

Housing Unit 3 worker

Matthews, Derrick 0001683 01/20/99*

TOTAL=66

Valcarcel, Kim	0002772	04/13/99
Wright, Deborah	0002619	04/13/99

Houing Unit 2 Maintenance(1)

Owens, Patricia	0001054	09/22/98*(DAY)
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TOTAL=33

